



MIAMI-DADE COUNTY, FLORIDA

**I N V I T A T I O N
T O B I D**

TITLE:

Parts, Services and Supplies for Bell and Airbus Helicopters

FOR INFORMATION CONTACT:

Maggie Reynaldos, 305-375-4435, mtc@miamidade.gov

IMPORTANT NOTICE TO BIDDERS/PROPOSERS:

- **READ THE ENTIRE SOLICITATION DOCUMENT, THE GENERAL TERMS AND CONDITIONS, AND HANDLE ALL QUESTIONS IN ACCORDANCE WITH THE TERMS OUTLINED IN PARAGRAPH 1.2(D) OF THE GENERAL TERMS AND CONDITIONS.**
- **THE SOLICITATION SUBMITTAL FORM CONTAINS IMPORTANT INFORMATION THAT REQUIRES REVIEW AND COMPLETION BY ANY BIDDER/PROPOSER RESPONDING TO THIS SOLICITATION.**
- **FAILURE TO COMPLETE AND SIGN THE SOLICITATION SUBMITTAL FORM WILL RENDER YOUR PROPOSAL NON-RESPONSIVE.**

**GENERAL TERMS AND CONDITIONS:**

All general terms and conditions of Miami-Dade County Procurement Contracts are posted online. Bidders/Proposers that receive an award from Miami-Dade County through Miami-Dade County's competitive procurement process must anticipate the inclusion of these requirements in the resultant Contract. These standard general terms and conditions are considered non-negotiable subject to the County's final approval.

All applicable terms and conditions pertaining to this solicitation and resultant contract may be viewed online at the Miami-Dade County Procurement Management website by clicking on the below link:

<http://www.miamidade.gov/procurement/library/boilerplate/general-terms-and-conditions-r14-2.pdf>

NOTICE TO ALL BIDDERS/PROPOSERS:

Electronic bids are to be submitted through a secure mailbox at BidSync (www.bidsync.com) until the date and time as indicated in this Solicitation document. It is the sole responsibility of the Bidder/Proposer to ensure their proposal reaches BidSync before the Solicitation closing date and time. There is no cost to the Bidder/Proposer to submit a proposal in response to a Miami-Dade County solicitation via BidSync. Electronic proposal submissions may require the uploading of electronic attachments. The submission of attachments containing embedded documents or proprietary file extensions is prohibited. All documents should be attached as separate files.

For information concerning technical specifications please utilize the question/answer feature provided by BidSync at www.bidsync.com within the solicitation. Questions of a material nature must be received prior to the cut-off date specified in the solicitation. Material changes, if any, to the solicitation terms, scope of services, or bidding procedures will only be transmitted by written addendum. (See addendum section of BidSync site).

Please allow sufficient time to complete the online forms and upload of all proposal documents. Bidders/Proposers should not wait until the last minute to submit a proposal. The deadline for submitting information and documents will end at the closing time indicated in the solicitation. All information and documents must be fully entered, uploaded, acknowledged (Confirm) and recorded into BidSync before the closing time or the system will stop the process and the response will be considered late and will not be accepted.

PLEASE NOTE THE FOLLOWING:

No part of your proposal can be submitted via **HARDCOPY, EMAIL, OR FAX**. No variation in price or conditions shall be permitted based upon a claim of ignorance. Submission of a proposal will be considered evidence that the Bidder/Proposer has familiarized themselves with the nature and extent of the work, and the equipment, materials, and labor required. The entire proposal response must be submitted in accordance with all specifications contained in the solicitation electronically.

SECTION 2 - SPECIAL TERMS AND CONDITIONS**2.1 PURPOSE**

The purpose of this solicitation is to establish a contract for the purchase of parts, services and supplies for Bell and Airbus (formerly known as American Eurocopter) helicopters, on an as needed when needed basis.

2.2 TERM OF CONTRACT

This contract will commence on the first calendar day of the month succeeding approval of the contract by the Board of County Commissioners, or designee, unless otherwise stipulated through written notice by the County's Internal Services Department Procurement Management Division, and contingent upon the completion and submittal of all required bid documents. The contract shall expire on the last day of the last month of the five (5) year contract term.

2.3 METHOD OF AWARD

2.3.1 Award of Group A – OEM (Original Equipment Manufacturer) Parts, Overhaul, Inspection, Maintenance, Refurbishment, and Repairs for Bell Helicopters and Award of Group B – OEM Parts, Inspection, Maintenance and Repair for Airbus Helicopters: Award of each group will be made to the two (2) lowest priced responsive and responsible bidders on a group-by-group basis. To be considered for award of a group, a bidder shall offer prices for all items within the group. If a bidder fails to submit an offer for all items within a group, its offer for the group may be rejected.

2.3.1.1 The lowest priced responsive and responsible bidder per group shall be designated as the primary bidder for that group, and the second lowest priced responsive and responsible bidder per group shall be designated as the secondary bidder for that group. While the County will award to multiple bidders to assure availability, and for the County's convenience, the primary bidder shall have the primary responsibility to deliver under the contract. This multiple award does not exempt awarded bidders from fulfilling their contractual obligations. A bidder that fails to perform in accordance with contract requirements may be terminated in accordance with paragraph 1.25 of the General Terms and Conditions, and/or charged re-procurement costs.

2.3.1.2 Bidders shall meet or exceed the following requirements to be considered for award of these groups:

2.3.1.2.1 For Group A: Be the manufacturer, or be authorized by Bell Helicopter, or their designee, as a service facility and as an agent, dealer, distributor, or equivalent. For Group B: Be the manufacturer, or be authorized by Airbus, or their designee, as a service facility and as an agent, dealer, distributor, or equivalent. Bidders are required to submit proof of the manufacturer's authorization. The proof may be in the form of any of the following:

2.3.1.2.1.1 Current correspondence from the manufacturer, identifying the bidder as the

manufacturer, or designating the bidder as a service facility and as an agent, dealer, distributor, or equivalent

or,

2.3.1.2.1.2 A copy of an executed agreement between the manufacturer and the bidder, designating the bidder as a service facility and as an agent, dealer, distributor, or equivalent

or:

2.3.1.2.1.3 The web address of the webpage in the manufacturer's internet website, where the bidder is clearly identified as the manufacturer, or where the manufacturer clearly lists the bidder as a service facility and as an agent, dealer, distributor, or equivalent

or

2.3.1.2.1.4 A manufacturer issued current Customer Service Facility Certificate

2.3.1.2.2 Maintain an office within the service facility equipped with, at least, a telephone, a facsimile (FAX) machine, and internet capabilities. All resources must be available twenty-four (24) hours a day to provide immediate support and expedite quotes and deliveries. The bidder's service facility address, telephone and fax numbers, and e-mail address shall be included in their submittal. For Group B (OEM Parts, Inspection, Maintenance and Repair for Airbus Helicopters), this office/service facility must be located within a hundred (100) mile radius of Miami-Dade County.

2.3.1.2.3 Have staff authorized to discuss matters pertaining to the sale of the proposed products and services. This staff must be cognizant of the industry. Bidders shall list this staff, including their roles and contact information, in their submittal. The list shall include the staff's applicable experience.

2.3.1.2.4 If the bidder is not the equipment manufacturer, it must be a certified FAA (Federal Aviation Administration) FAR (Federal Aviation Regulations) Part 145 Repair Station. The bidder's certificate shall be for the address listed on the bid submittal form. Bidders are required to submit this certificate with their submittal.

2.3.1.2.5 Bidder must employ FAA Certified Mechanics who have experience with the aircrafts models in this solicitation. Bidders are required to submit a list of their FAA certified mechanics with their submittal. The list should include the mechanics' names, certifications, and their experience with the aircraft models in this solicitation.

2.3.2 Award of Group C - OEM (Original Equipment Manufacturer) Parts for Airbus Helicopters: Award of this group will be made to the two (2) lowest priced responsive and responsible bidders. To be considered for award of this group, a bidder shall offer prices for all items within the group. If a bidder fails to submit an offer for all items within this group, its offer for the group may be rejected.

2.3.2.1 The lowest priced responsive and responsible bidder shall be designated as the primary bidder, and the second lowest priced responsive and responsible bidder shall be designated as the secondary bidder. While the County will award to multiple bidders to assure availability, and for the County's convenience, the primary bidder shall have the primary responsibility to deliver under the contract. This multiple award does not exempt awarded bidders from fulfilling their contractual obligations. A bidder that fails to perform in accordance with contract requirements may be terminated in accordance with paragraph 1.25 of the General Terms and Conditions, and/or charged re-procurement costs.

2.3.2.2 Bidders shall meet or exceed the following requirements to be considered for award of this group:

2.3.2.2.1 Be the manufacturer, or be authorized by Airbus, or their designee, as an agent, dealer, distributor, or equivalent. Bidders are required to submit proof of the manufacturer's authorization. The proof may be in the form of any of the following:

2.3.2.2.1.1 Current correspondence from the manufacturer, identifying the bidder as the manufacturer, or designating the bidder as an agent, dealer, distributor, or equivalent

or,

2.3.2.2.1.2 A copy of an executed agreement between the manufacturer and the bidder, designating the bidder as an agent, dealer, distributor, or equivalent

or:

2.3.2.2.1.3 The web address of the webpage in the manufacturer's internet website, where the bidder is clearly identified as the manufacturer, or where the manufacturer

clearly lists the bidder as an agent, dealer, distributor, or equivalent

2.3.2.2.2 Maintain an office equipped with, at least, a telephone, a facsimile (FAX) machine, and internet capabilities. All resources must be available twenty-four (24) hours a day to provide immediate support and expedite quotes and deliveries. The bidder's office address, telephone and fax numbers, and e-mail address shall be included in their submittal.

2.3.2.2.3 Have staff authorized to discuss matters pertaining to the sale of the proposed products. This staff must be cognizant of the industry. Bidders shall list this staff, including their roles and contact information, in their submittal. The list shall include the staff's applicable experience.

2.3.3 Award of Group D – Overhaul of Airbus components: Award of this group will be made to the two (2) lowest priced responsive and responsible bidders. To be considered for award of this group, a bidder shall offer prices for all items within the group. If a bidder fails to submit an offer for all items within the group, its offer for the group may be rejected.

2.3.3.1 The lowest priced responsive and responsible bidder for this group shall be designated as the primary bidder, and the second lowest priced responsive and responsible bidder shall be designated as the secondary bidder. While the County will award to multiple bidders to assure availability, and for the County's convenience, the primary bidder shall have the primary responsibility to deliver under the contract. This multiple award does not exempt awarded bidders from fulfilling their contractual obligations. A bidder that fails to perform in accordance with contract requirements may be terminated in accordance with paragraph 1.25 of the General Terms and Conditions, and/or charged re-procurement costs.

2.3.3.2 Bidders shall meet or exceed the following requirements to be considered for award of this group:

2.3.3.2.1 Be the aircraft manufacturer or be a certified FAA (Federal Aviation Administration) FAR (Federal Aviation Regulations) Part 145 Repair Station, specifically listing the AS350 Helicopter. The bidder's certificate shall be for the address listed on the bid submittal form. Bidders are required to submit this certificate, or proof of being the aircraft manufacturer, with their submittal.

2.3.3.2.2 Be authorized by Airbus for the overhaul of AS350 helicopters. Bidders are required to submit Airbus's authorization certificate with their submittal.

2.3.4 Award of Group E – OEM and non-OEM Helicopter Parts and Services, Components, Consumable Items, Pilot Supplies, Tools, Accessories, Repairs of Aircraft Accessories, and Equipment Rental:

responsive and responsible bidders that meet the minimum requirements will be prequalified to participate in future competitions.

2.3.4.1 Bidders shall meet the following requirements to be considered as a prequalified bidder under this group.

2.3.4.1.1 Must be regularly engaged in the business of providing helicopter parts and/or services, components, consumable items, pilot supplies, tools, accessories, repair of aircraft accessories, or equipment rental as described in Paragraph 3.4 of this solicitation. Bidders shall provide references from customers to whom they have delivered helicopter parts and/or services, components, consumable items, pilot supplies, tools, accessories, repair of aircraft accessories, or equipment rental. The references should include the customer's company name, and the name, title, address, telephone number, and e-mail address of the contact person who can verify that the bidder has successfully provided helicopter parts and/or services, components, consumable items, pilot supplies, tools, accessories, repair of aircraft accessories, or equipment rental. These references shall ascertain to the County's satisfaction that the bidder has sufficient expertise in the industry.

2.3.4.1.2 Maintain an office equipped with, at least, a telephone, a facsimile (FAX) machine, and internet capabilities. All resources must be available twenty-four (24) hours a day to provide immediate support and expedite quotes and deliveries. The bidder's office address, telephone and fax numbers and e-mail address shall be included in their submittal.

2.3.4.1.3 Have staff authorized to discuss matters pertaining to the proposed products and/or services. This staff must be cognizant of the industry. Bidders shall list this staff, including their roles and contact information, in their bidder's submittal. The list shall include the staff's applicable experience and their qualifications.

2.3.4.1.4 Categorize and list the proposed helicopter parts and/or services, components, consumable items, pilot supplies, tools, accessories, repair of aircraft accessories, or equipment rental under Paragraph 4.9 of this solicitation.

2.3.4.2 The County will determine the total number of prequalified bidders under this group. During the term of any contract resulting from this solicitation, the County may receive and evaluate submittals, and add prequalified bidders under this group. If the County adds bidders, the bidders must meet the same requirements established for the original competition.

- 2.3.5 Award of Group F - Aircraft Repainting Services: Responsive and responsible bidders that meet the minimum requirements will be prequalified to participate in future competitions.
- 2.3.5.1 Bidders shall meet the following requirements to be considered as a prequalified bidder under this group.
- 2.3.5.1.1 Must be regularly engaged in the business of aircraft repainting services as described in Paragraph 3.5 of this solicitation. Bidders shall provide references from customers to whom they have delivered aircraft repainting services. The references should include the customer's company name, and the name, title, address, telephone number, and e-mail address of the contact person who can verify that the bidder has successfully provided aircraft repainting services. These references shall ascertain to the County's satisfaction that the bidder has sufficient expertise in the industry.
- 2.3.5.1.2 Maintain a service facility with all the equipment needed to strip, clean, treat, and repair corrosion to County owned helicopters. The bidder's service facility address, telephone and fax numbers, and e-mail address shall be included in their submittal. Bidders must also furnish a list of all major service facility equipment currently in their inventory to adequately perform these services. The County may perform a pre-award site visit to verify that the repair station meets the County's users' standards.
- 2.3.5.1.3 Have staff authorized to discuss matters pertaining to the proposed services. This staff must be cognizant of the industry. Bidders shall list this staff, including their roles and contact information, in their bidder's submittal. The list shall include the staff's applicable experience and their qualifications.
- 2.3.5.2 The County will determine the total number of prequalified bidders under this group. During the term of any contract resulting from this solicitation, the County may receive and evaluate submittals, and add prequalified bidders under this group. If the County adds bidders, the bidders must meet the same requirements established for the original competition.
- 2.3.6 Proof of Compliance to the Solicitation's Requirements: Bidders are required to submit, with their bid submittal form, all the specified information, documents and attachments as proof of compliance to the solicitation's requirements. Miami-Dade County may allow bidders to complete, or supplement, their proof of compliance to the solicitation's requirements during bid evaluation but failure to provide proof of compliance to the solicitation's requirements, as requested by the County, may result in the bid declared incomplete or non-responsive.
- 2.3.7 Verification of Information: The County may verify the information submitted by the bidders and may obtain and evaluate additional information, as it deems necessary to ascertain the bidders'

ability to perform under the contract and a product's compliance to the technical specifications. The County shall be sole judge of a bidder's ability to perform and a product's compliance, and its decision shall be final.

- 2.3.8 Bidders will report to the County any changes in their authorization as manufacturer service representatives, agents, dealers, distributors, or equivalent for the products and/or services in the contract. Should a bidder cease to be authorized by a manufacturer for a product or service in the contract, the County may rescind its award to the bidder, or remove the product or service from the list of prequalified items available from the bidder.

2.4 PRICES

The prices resultant from this solicitation shall prevail for the term of the contract, except as hereby noted. The County will consider yearly price adjustments after the first year, to be effective each anniversary date of the contract. Price adjustments will not exceed increases in the Consumer Price Index (CPI) for All Urban Consumers, All Items, U. S. City Average, as published by the U.S Department of Labor Bureau of Labor Statistics. Successful bidders will be responsible for requesting price adjustments under this provision. For any adjustment to be effective on the contract's anniversary date, it must be submitted to Miami-Dade County Internal Services Department Procurement Management Services Division at least ninety (90) days prior to the contract's anniversary date. Any adjustment received outside of this time frame may not be considered. The County reserves the right to approve or disapprove any price adjustment request, in its best interest. Should the Bureau of Labor Statistics report a CPI decline, the County reserves the right to adjust prices accordingly, in its best interest. Such adjustment will not take effect without prior communication with the successful bidders.

2.5 INVOICES

In addition to the terms under paragraph 1.34 of the General Terms and Conditions of Miami-Dade County Procurement Contracts; the following shall apply: Bidders shall submit invoices to the County user departments after the purchases have been completed, whether the goods or services were picked up by authorized County personnel or delivered by the bidder.

2.6 CONTACT PERSON

For additional information regarding the terms and conditions of this solicitation, and resultant contract, contact Maggie Reynaldos, Procurement Officer, at (305) 375-4435 or at mtc@miamidade.gov.

2.7 DELIVERY

- 2.7.1 Unless otherwise stipulated when an order is placed, bidders shall make routine deliveries within thirty (30) calendar days after the date of the order. All deliveries shall be made in accordance with good commercial practice and all required delivery timeframes shall be adhered to by the bidders; except in such cases where the delivery will be delayed due to acts of nature, strikes, or other causes beyond the control of the bidder. In these cases, the bidder shall notify the County of the delays in advance of the original delivery date so that a revised delivery schedule can be appropriately considered by the County.
- 2.7.2 Should a bidder fail to deliver in the number of days stated above, the County reserves the right to cancel its contract with the bidder on a default basis. If the bidder is terminated from the contract, it

is hereby understood and agreed that the County has the authority to purchase the goods elsewhere and to charge the cancelled bidder with any re-procurement costs.

- 2.7.3 Certain County employees may be authorized in writing to pick-up materials under this contract. Bidders shall require presentation of this written authorization. The bidder shall maintain a copy of the authorization. If the bidder is in doubt about any aspect of material pick-up, bidder shall contact the appropriate user department to confirm the authorization

2.8 HOURLY RATE

Any hourly rate bid shall be deemed to provide full compensation to awarded bidders for labor, equipment use, travel time, and any other element of the cost or price for services. This rate is assumed to be at straight-time for all labor, except as otherwise noted.

2.9 INDEMNIFICATION AND INSURANCE

- 2.9.1 Paragraph 1.21 of the General Terms and Conditions applies to bidders in Group E if providing services in County facilities.

- 2.9.2 The following requirements apply to Group D (Overhaul of Airbus Components):

Contractor shall indemnify and hold harmless the County and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorneys' fees and costs of defense, which the County or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of this Agreement by the Contractor or its employees, agents, servants, partners principals or subcontractors. Contractor shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the County, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorney's fees which may issue thereon. Contractor expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by Contractor shall in no way limit the responsibility to indemnify, keep and save harmless and defend the County or its officers, employees, agents and instrumentalities as herein provided.

The Contractor shall furnish to the Internal Services Department / Procurement Management Services, 111 NW 1st Street, Suite 1300, Miami, Florida 33128-1989, Certificate(s) of Insurance which indicate that insurance coverage has been obtained which meets the requirements as outlined below:

- A. Worker's Compensation Insurance for all employees of the Contractor as required by Florida Statute 440.
- B. Commercial General Liability Insurance on a comprehensive basis in an amount not less than \$1,000,000 combined single limit per occurrence for bodily injury and property damage. Miami-Dade County must be shown as an additional insured with respect to this coverage.

- C. Automobile Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the work, in an amount not less than \$1,000,000 combined single limit per occurrence for bodily injury and property damage.

All insurance policies required above shall be issued by companies authorized to do business under the laws of the State of Florida, with the following qualifications:

The company must be rated no less than "B" as to management, and no less than "Class V" as to financial strength by A.M. Best Company, Oldwick, New Jersey, or its equivalent, subject to the approval of the County Risk Management Division.

or

The company must hold a valid Florida Certificate of Authority as shown in the latest "List of All Insurance Companies Authorized or Approved to Do Business in Florida" issued by the State of Florida Department of Financial Services.

NOTE: CERTIFICATE HOLDER MUST READ: MIAMI-DADE COUNTY
111 NW 1st STREET
SUITE 2340
MIAMI, FL 33128

- 2.9.3 The following requirements apply to Group A (OEM Parts, Overhaul, Inspection, Maintenance, Refurbishment, and Repairs for Bell Helicopters), Group B (OEM Parts, Inspection, Maintenance and Repair for Airbus Helicopters), and Group F (Aircraft Repainting Services):

Contractor shall indemnify and hold harmless the County and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorneys' fees and costs of defense, which the County or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of this Agreement by the Contractor or its employees, agents, servants, partners principals or subcontractors. Contractor shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the County, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorney's fees which may issue thereon. Contractor expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by Contractor shall in no way limit the responsibility to indemnify, keep and save harmless and defend the County or its officers, employees, agents and instrumentalities as herein provided.

The Contractor shall furnish to the Internal Services Department / Procurement Management Services, 111 NW 1st Street, Suite 1300, Miami, Florida 33128-1989, Certificate(s) of Insurance which indicate that insurance coverage has been obtained which meets the requirements as outlined below:

- A. Worker's Compensation Insurance for all employees of the Contractor as required by Florida Statute 440.

- B. Commercial General Liability Insurance to include Hangar Keeper's Legal Liability in an amount not less than \$5,000,000 combined single limit per occurrence for bodily injury and property damage. Miami-Dade County must be shown as an additional insured with respect to this coverage.
- C. Automobile Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the work, in an amount not less than \$1,000,000 combined single limit per occurrence for bodily injury and property damage.

All insurance policies required above shall be issued by companies authorized to do business under the laws of the State of Florida, with the following qualifications:

The company must be rated no less than "B" as to management, and no less than "Class V" as to financial strength by A.M. Best Company, Oldwick, New Jersey, or its equivalent, subject to the approval of the County Risk Management Division.

or

The company must hold a valid Florida Certificate of Authority as shown in the latest "List of All Insurance Companies Authorized or Approved to Do Business in Florida" issued by the State of Florida Department of Financial Services.

NOTE: CERTIFICATE HOLDER MUST READ: MIAMI-DADE COUNTY
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SUITE 2340
MIAMI, FL 33128

2.10 COMPLIANCE WITH GOVERNMENT STANDARDS

All products and services to be purchased under this solicitation shall be in accordance with all government standards, to include, but not limited to, those issued by the Federal Aviation Administration (FAA), the American National Standards Institute (ANSI), the American Society for Testing Materials (ASTM), the Environmental Protection Agency (EPA), the Instrument Society of America (ISA), the International Standards Organization (ISO), the National Fire Protection Association (NFPA), the National Institute of Safety Hazards (NIOSH), and the Occupational Safety and Health Administration (OSHA). It shall be the responsibility of all bidders to be regularly informed and to conform to any changes in standards issued by any regulatory agencies that govern the commodities during the term of any contract resulting from this solicitation.

2.11 LEGAL REQUIREMENT FOR POLLUTION CONTROL

It is the intent of these specifications to comply with the Miami-Dade County Pollution Control Ordinance as stated in Chapter 24 of the Miami-Dade Code. This ordinance is made a part of these specifications by reference and may be obtained, if necessary, by the bidder through the Department of Environmental Resources Management (DERM), 33 SW 2nd Ave., Miami, Florida 33130, Telephone (305) 372-6789.

DRAFT

SECTION 3 – TECHNICAL SPECIFICATIONS**3.1 SCOPE OF WORK**

The purpose of this solicitation is to establish a contract for the purchase of OEM parts and repair, overhaul, inspection and maintenance services for Bell 412 Series and Airbus (formerly known as American Airbus) AS350 Series helicopters. This contract will also serve for the purchase of components, consumables items, pilot supplies, tools, accessories, repair of aircraft accessories, equipment rental, and aircraft repainting, on an as needed basis.

3.2 OEM (ORIGINAL EQUIPMENT MANUFACTURER) PARTS FOR BELL 412 SERIES AND AIRBUS AS350 SERIES HELICOPTERS

Bidders will furnish and deliver new Bell or Airbus OEM parts including: adel clamps, adhesive, bearings, bolts, bulbs, chains, clips, ducts, filters, fire extinguishers, grommets, ignitors, lamps, lenses (red), liners, washers, nuts, nut plates, packing, radius blocks, rivets, screws, seals, sealants, slides, stiffeners, and support switches.

3.3 OVERHAUL, INSPECTION, MAINTENANCE, REFURBISHMENT, AND REPAIRS FOR BELL 412 SERIES AND AIRBUS AS350 SERIES HELICOPTERS

- 3.3.1 All overhauls, inspections, maintenance, refurbishments, and repairs performed shall be in accordance with the helicopter manufacturer's specifications and recommendations.
- 3.3.2 Bidders warrant that they are authorized by the manufacturer to perform overhaul and maintenance services on helicopter main rotor heads, mast assembly, main driveshaft and other components.
- 3.3.3 Bidders shall use only FAA certified Airframe and Powerplant (A&P) mechanics to work on County owned helicopters.
- 3.3.4 Bidders shall use only factory trained and licensed skilled mechanics to perform overhaul and maintenance services under this contract.
- 3.3.5 Bidders shall observe the highest standard of diligence and care in the performance of its overhaul and maintenance responsibilities, and shall meticulously follow the standards and procedures required by the equipment manufacturer (including all service bulletins) for overhaul and maintenance service.
- 3.3.6 All overhauled components shall be free of defects in title, material and workmanship, and meet or exceed the specifications and requirements of the manufacturer.
- 3.3.7 All parts and services provided shall be in strict conformity with all applicable Federal Aviation Agency (FAA) regulations.
- 3.3.8 Bidders shall provide a written estimate of labor based on the rates established in this solicitation. Bidders shall itemize the parts and time required to complete the specified repairs. Prior to starting such work, bidders shall obtain written approval from the appropriate County staff. No work shall be

done or parts supplied in excess of, or different from the original written estimate without prior County approval.

3.3.9 The County reserves the right to supply parts to any bidder performing services under the contract.

3.3.10 Maintenance & Repairs

3.3.10.1 Bidders shall perform any repairs necessary to enable component to perform in accordance with manufacturer's specifications.

3.3.10.2 Bidders shall replace defective parts

3.3.10.3 Bidders shall replace parts in accordance with the Manufacturer's specifications or recommendations, while performing any maintenance or repair job.

3.4 OEM AND NON-OEM HELICOPTER PARTS AND SERVICES, COMPONENTS, CONSUMABLE ITEMS, PILOT SUPPLIES, TOOLS, ACCESSORIES, REPAIR OF AIRCRAFT ACCESSORIES, AND EQUIPMENT RENTAL

3.4.1 Bidders will furnish and deliver helicopter parts and services, components, consumable items, pilot supplies, tools, accessories, repair of aircraft accessories, and equipment rental, including: bearings, black electrical tape, blowers, bulbs, carbon-x degreaser, casters, clamps, compressors, connectors, corrosion x-typell, drier bottles, engine oil servicing tanks, flat black enamel, freon, gloss white enamel, gray imron paint, guides, heavy duty silicone, hydraulic couplings, hydraulic fluids, imron paint activators, lacquer thinners, lava hand soap, lear chemicals, lines, lps cfc free contact cin, lps electro contact cleaners, mobil 28 grease, oils, o-rings, parts bags, plexus plastic cleaners, preservation oil, pulley assy's, raychem butt splices, red enamel, rods, rod ends, scotch brite, silicon fusion tape, solders, speaker-marine, spiral wraps, squibs, toluene, turbine oils, turco 5884 cleaners, or MEK.

3.4.2 The following is a representative listing of manufacturer/brand names for helicopter parts and services, components, consumable items, pilot supplies, tools, accessories, and equipment rental.

3M Corporation
Adel Wiggins Group
Aero Products
Aerocomputers, Inc.
Aerodynamics, Inc.
Aerodynamic Engineering
Air Comm Corp.
Airbus
Allied Signal Canada
AMP Corp.
AN/MS Grade Miscellaneous Hardware
Anderol Corporation (Royco)
Artex Avico
Bell Helicopter Textron
Bendix
Breeze Eastern

Carbon-X
Cobham Aerospace Communications
Concorde Battery Corporation
Corrosion-X
Dart Aerospace
David Clark Company
Dayton-Granger
Dow Corning
Dupont
EDC Aerofilter, Inc.
Ferno
Future Aviation
G.E. Lighting
Geneva Aviation
Heli-Dyne Systems
Henkel Corporation (Loctite)
Honeywell Aerospace Electronics
Honeywell Hobbs
Honeywell Lighting & Electronics
Integrated Flight Systems
Kester Solder
Lear Chemical Research Corp.
LPS Laboratory
Magnaflux
Microwave Radio Communications (MRC)
Plexus
PRC Desoto International Quam Nichols
Raychem
Raytheon
RSG Products, Inc.
Shell Oil
Spectrolab
Szus/Southco Thomas & Betts
Tempo Products Company
Tool Tech
Tri-Flow
Tronair
Tyco Electronics
Universal Searchlights, Inc.
Vislink
Wescam Inc.
Whelen Engineering Company
Wysong Enterprise Inc.

3.5 **AIRCRAFT REPAINTING SERVICES**

- 3.5.1 Bidders will be responsible for stripping, cleaning, treating, and/or repairing corrosion in accordance with manufacturer recommendations, including the Bell Helicopter and Airbus Standard Practices Manuals.

3.5.2 Repainting will be conducted per Dade County's paint scheme.

3.5.3 Quotes will be solicited for aircraft repaint from pre-qualified bidders, as needed. The scope of work will be described in the invitation to quote.

3.6 AIRCRAFT ON GROUND (AOG) PARTS

Bidders may be required to deliver parts for Aircrafts on Ground (AOG), or for critical situations, within twenty-four (24) hours after receipt of an order. The County will pay shipping charges under these circumstances provided that the charges are approved by the County prior to shipping.

3.7 SECURITY

When MDC helicopters are at a bidder's location, the helicopter shall be kept in a hangar having adequate security. A bidder will be responsible for the security of any aircraft in their possession, and will be fully liable for any loss or damage to the aircraft.

3.8 DAMAGE RESPONSIBILITY

The costs for repair and/or replacement due to any damage to the aircraft caused through negligence by the bidder or his employees will be the sole responsibility of the bidder.

THIS PORTION WILL BE REFORMATTED IN BIDSYN

DRAFT

4.1 Checklist for “Group A” Requirements:

Group A: OEM Parts, Overhaul, Inspection, Maintenance, Refurbishment, and Repairs for Bell Helicopters		
Reference:	Summarized Requirement:	Check (✓) as Completed:
Paragraph 2.3.1.2.1	Attach proof of manufacturer’s authorization	
Paragraph 2.3.1.2.2	Service facility office; Address: _____ Telephone and Fax Numbers: _____ Email address: _____	
Paragraph 2.3.1.2.3	List staff authorized to discuss matters pertaining to the sale of the proposed products and services; Name and Role: _____ Contact information (telephone number and email address): _____ Experience: _____	
Paragraph 2.3.1.2.4	Attach FAA FAR Part 145 Repair Station certificate	
Paragraph 2.3.1.2.5	List your firm’s FAA Certified Mechanics below:	
<u>Mechanic’s Name</u> ↓	<u>Certifications</u> ↓	<u>Experience</u> ↓

Refer to Paragraph 2.3 in its entirety to ensure that your firm’s responses and attachments comply with the solicitation’s requirements.

4.2 “Group A” Prices:

Group A: OEM Parts, Overhaul, Inspection, Maintenance, Refurbishment, and Repairs for Bell Helicopters			
<u>Item No.</u> ↓	<u>Estimated Quantity for 5 Years</u> ↓	<u>Description</u> ↓	
1	800,000 Dollars	Percentage Discount from Bell 2013 List Price	_____ %
2	1,750 Labor Hours	Hourly Rate for Overhaul, Inspection, and Repair Services	\$ _____ Per Labor Hour
3	Labor Hours	Hourly Rate for 2,500 Hour Overhaul of Main Rotor Head	\$ _____ Per Labor Hour
4	Labor Hours	Hourly Rate for Overhaul of Mast Assembly	\$ _____ Per Labor

4.3 Checklist for “Group B” Requirements:

Group B: OEM Parts, Inspection, Maintenance and Repair for Airbus Helicopters		
Reference:	Summarized Requirement:	Check (✓) as Completed:
Paragraph 2.3.1.2.1	Attach proof of manufacturer’s authorization	
Paragraph 2.3.1.2.2	Service facility office; Address: _____ Telephone and Fax Numbers: _____ Email address: _____	
Paragraph 2.3.1.2.3	List staff authorized to discuss matters pertaining to the sale of the proposed products and services; Name: _____ Contact information (telephone number and email address): _____ Experience: _____	
Paragraph 2.3.1.2.4	Attach FAA FAR Part 145 Repair Station certificate	
Paragraph 2.3.1.2.5	List your firm’s FAA Certified Mechanics below:	
<u>Mechanic’s Name</u> ↓	<u>Certifications</u> ↓	<u>Experience</u> ↓

Refer to Paragraph 2.3 in its entirety to ensure that your firm’s responses and attachments comply with the solicitation’s requirements.

4.4 “Group B” Prices:

Group B: OEM Parts, Inspection, Maintenance and Repair for Airbus Helicopters			
<u>Item No.</u> ↓	<u>Estimated Quantity for 5 Years</u> ↓	<u>Description</u> ↓	
1	200,000 Dollars	Percentage Discount from Airbus February 2013 List Price	_____ %
2	Labor 5,000 Hours	Hourly Rate for Inspection and Repair Services	\$ _____ Per Labor Hour

4.5 Checklist for “Group C” Requirements:

Group C: OEM Parts for Airbus Helicopters		<u>Check (✓) as Completed:</u>
<u>Reference:</u>	<u>Summarized Requirement:</u>	
Paragraph 2.3.2.2.1	Attach proof of manufacturer’s authorization	
Paragraph 2.3.2.2.2	Service facility office; Address: _____ Telephone and Fax Numbers: _____ Email address: _____	
Paragraph 2.3.2.2.3	List staff authorized to discuss matters pertaining to the sale of the proposed products and services; Name: _____ Contact information (telephone number and email address): _____ Experience: _____ _____	

Refer to Paragraph 2.3 in its entirety to ensure that your firm’s responses and attachments comply with the solicitation’s requirements.

4.6 “Group C” Prices:

Group C: OEM Parts for Airbus Helicopters			
<u>Item No.</u> ↓	<u>Estimated Quantity for 5 Years</u> ↓	<u>Description</u> ↓	
1	3,000,000 Dollars	Percentage Discount from Airbus February 2013 List Price	%

4.7 Checklist for “Group D” Requirements:

Group D: Overhaul of Airbus Components		
<u>Reference:</u> <u>Summarized Requirement:</u>		<u>Check (✓) as Completed:</u>
Paragraph 2.3.3.2.1	Service facility address:	
Paragraph 2.3.3.2.1	Attach FAA (Federal Aviation Administration) FAR (Federal Aviation Regulations) Part 145 Repair Station Certificate, specifically listing the AS350 Helicopter.	
Paragraph 2.3.3.2.2	Attach Airbus certificate for the overhaul of AS350 helicopters.	

Refer to Paragraph 2.3 in its entirety to ensure that your firm's responses and attachments comply with the solicitation's requirements.

4.8 “Group D” Prices:

Group D: Overhaul of Airbus Components				
<u>Item No.</u> ↓	<u>Estimated Quantity for 5 Years</u> ↓	<u>Description</u> ↓		
1	Labor Hours	Hourly Rate for Epyliptic Reduction Gear Overhaul (Approximately 4 overhauls per year)	\$ _____	Per Labor Hour
2	Labor Hours	Hourly Rate for Reduction Gear Bevel Overhaul (Approximately 4 overhauls per year)	\$ _____	Per Labor Hour
3	Labor Hours	Hourly Rate for Tail Gear Box Overhaul (Approximately 5 overhauls per year)	\$ _____	Per Labor Hour
4	Labor Hours	Hourly Rate for Tail Rotor Blade Overhaul (Approximately 7 overhauls per year)	\$ _____	Per Labor Hour
5	Labor Hours	Hourly Rate for Main Rotor Blade Overhaul (Approximately 12 overhauls per year)	\$ _____	Per Labor Hour
6	Labor Hours	Hourly Rate for servo Control Overhaul (Approximately 15 overhauls per year)	\$ _____	Per Labor Hour
7	500,000 Dollars	Percentage Discount from Airbus February 2013 List Price	_____ %	
8	1,200 Labor Hours	Hourly Rate for Additional Repairs	\$ _____	Per Labor Hour

4.9 Checklist for “Group E” Requirements:

Group E: OEM and non-OEM Helicopter Parts and Services, Components, Consumable Items, Pilot Supplies, Tools, Accessories, Repair of Aircraft Accessories, and Equipment Rental		
Reference:	Summarized Requirement:	Check (✓) as Completed:
Paragraph 2.3.4.1.1	List references from customers to whom your firm has delivered helicopter parts and/or services, components, consumable items, pilot supplies, tools, accessories, repair of aircraft accessories, or equipment rental:	
Company name: _____		
Contact Name and Title: _____		
Company address: _____		
Telephone and Email address: _____		
Company name: _____		
Contact Name and Title: _____		
Company address: _____		
Telephone and Email address: _____		
Company name: _____		
Contact Name and Title: _____		
Company address: _____		
Telephone and Email address: _____		
Paragraph 2.3.4.1.2	Office Address: _____ Telephone and Fax Numbers: _____ Email address: _____	

Refer to Paragraph 2.3 in its entirety to ensure that your firm's responses and attachments comply with the solicitation's requirements.

4.9 Checklist for “Group E” Requirements (Continued):

Group E: OEM and non-OEM Helicopter Parts and Services, Components, Consumable Items, Pilot Supplies, Tools, Accessories, Repair of Aircraft Accessories, and Equipment Rental		
Reference:	Summarized Requirement:	Check (✓) as Completed:
Paragraph 2.3.4.1.3	List staff authorized to discuss matters pertaining to the sale of the proposed products and services; Name and Role: _____ Contact information (telephone number and email address): _____ Experience: _____ _____	
Paragraph 2.3.4.1.4	Categorize and list the proposed helicopter parts and/or services, consumable items, pilot supplies, tools, accessories, or equipment rental:	
<u>Category:</u> (Helicopter Parts, Helicopter Services, Components, Consumable Items, Pilot Supplies, Tools, Accessories, Repair of Aircraft Accessory, or Equipment Rental) ↓	<u>Description of Proposed Item:</u> (Include Make and Model when applicable): ↓	

Refer to Paragraph 2.3 in its entirety to ensure that your firm's responses and attachments comply with the solicitation's requirements.

4.10 Checklist for “Group F” Requirements

Group F: Aircraft Repainting Services		
Reference:	Summarized Requirement:	Check (✓) as Completed:
Paragraph 2.3.5.1.1	List references from customers to whom your firm has delivered aircraft repainting services:	
Company name: _____ Contact Name and Title: _____ Company address: _____ Telephone and Email address: _____		
Company name: _____ Contact Name and Title: _____ Company address: _____ Telephone and Email address: _____		
Company name: _____ Contact Name and Title: _____ Company address: _____ Telephone and Email address: _____		
Paragraph 2.3.5.1.2	Service facility address: _____ Telephone and Fax Numbers: _____ Email address: _____	

4.10 Checklist for “Group F” Requirements (Continued)

Group F: Aircraft Repainting Services		
Reference:	Summarized Requirement:	Check (✓) as Completed:
Paragraph 2.3.5.1.2	List service facility equipment:	

Refer to Paragraph 2.3 in its entirety to ensure that your firm’s responses and attachments comply with the solicitation’s requirements.

4.10 Checklist for “Group F” Requirements (Continued)

Group F: Aircraft Repainting Services		
<u>Reference:</u>	<u>Summarized Requirement:</u>	<u>Check (✓) as Completed:</u>
Paragraph 2.3.5.1.3	List staff authorized to discuss matters pertaining to the proposed services; Name and Role: _____	
	Contact information (telephone number and email address): _____	
	Experience: _____ _____ _____	

Refer to Paragraph 2.3 in its entirety to ensure that your firm's responses and attachments comply with the solicitation's requirements.